

Jurisdiction: Oneida County

Jurisdictional Class: NC

Revised: 6/4/96

HEAD COOK

DISTINGUISHING FEATURES OF THE CLASS: This position exists at the Oneida County Law Enforcement Building, and involves responsibility for the preparation and cooking of a variety of foods on a moderately large scale. The work is performed under general supervision of the Undersheriff at the Law Enforcement Building. The incumbent is responsible for preparing food in proper quality and quantity. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Prepares and cooks meat, fish, poultry, soups, vegetables, desserts, salads and other food;

Cuts, cleans and dresses meat, fish, and poultry;

Supervises the work of Cooks in the preparation and serving of food;

Bakes pies, cakes, and other desserts;

Assists in the planning of menus and the purchase of food;

Cleans tables, kitchen utensils and stoves in kitchen.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the methods of preparation and cooking of food in large quantities; thorough knowledge of the health and safety factors involved in the work; thorough knowledge of modern cooking utensils, appliances and equipment; skill in preparing and cooking a variety of foods; familiarity with food qualities; ability to follow oral and written directions; cleanliness.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited or New York State registered college with an Associate's Degree in Food Preparation, Food Service, Food Management, Dietary Technology, Nutrition or a closely related field; **OR**
- (B) Graduation from high school or possession of a high school equivalency diploma, **AND** two (2) years of experience in the preparation of food on a large scale; **OR**
- (C) Four (4) years of experience, as described in (B) above; **OR**
- (D) An equivalent combination of training and experience, as defined by the limits of (A) and (B) above.

NOTE: Verifiable part-time volunteer experience will be pro-rated toward meeting full-time experience requirements.